



The APEX Group is looking for a talented and experienced **Junior Fund Accountant** to join our inclusive and collaborative team in Belgrade. This hybrid role comes with many excellent benefits and the chance to work in a positive, dynamic environment. If you're a talented Accountant looking for your next career move, or a fresh graduate, we'd love to hear from you!

As a Junior Fund Accountant, you will work for Private Equity clients. The role includes fund accounting activities and financial reporting duties, such that the candidate is involved in all aspects of accounting services to our portfolio of private equity clients. This role holder will be responsible for the day-to-day controller functions of various partnerships.

Job Responsibilities:

- Prepare and input daily journal entries;
- Produce fund financial statements, including footnotes and supporting schedules;
- Coordinate and support year-end audits;
- Monitor and record daily cash activity;
- Prepare monthly bank and brokerage reconciliations;
- Prepare payment wires via e-banking;
- Prepare fund capital activity allocations and partner capital accounts;
- Track portfolio company transactions and monitor investment performance by calculating returns;
- Produce various investor/investment requests;
- Any other duties in the scope of the role that the company requires including but not limited to ad-hock analysis of financial data and additional assistance per client request.

Skills Required:

- 1-3 years of experience in the Accounting/Finance field;
- University Degree preferably in Economics (major: Accounting, Finance, Audit);
- Exposure to Private Equity industry is a plus;
- Fluent in English with excellent written and verbal communications skills;
- Excellent knowledge of MS Office, specifically Excel;
- Highly motivated team player with ability to multitask;

What you will get in return:

- Work in a positive, supportive and dynamic environment;
- In-house and external professional trainings;
- Possibility for advancement;
- Private Health Insurance;

- Team Building and CSR activities;
- Flexible working arrangement;

Benefits

As a truly global business, we tailor benefits to each location to safeguard our people and respect local cultures and ways of working. Our people are our greatest asset, and we invest in talent development. Join our global network, and you will benefit from education support, sponsorship and in-house training programs.

If this full-time hybrid job motivates and inspires you, please reach out to our friendly and welcoming team today to apply for Junior Fund Accountant position in Belgrade.

The Apex Group Ltd ("Apex" or "the Group"), established in Bermuda in 2003, is a global financial services provider. With over 80 offices worldwide and 13,000 employees in 45 countries, Apex delivers an expansive range of services to asset managers, financial institutions, private clients, and family offices. Apex's purpose is to be more than just a financial services provider. The Group is committed to driving positive change to address three core areas: the environment and climate change, women's empowerment and economic independence, and education and social mobility. Life at Apex isn't just about the work you do. It's about embracing the culture and loving what you do. Every employee plays a part in making Apex who we are today, and the more we grow, the more important that becomes. The international nature of our business and global network of offices means that there are opportunities to broaden your life experiences and take short-term or permanent relocation options.